

Insurance - 3

25 MAR 1954

MEMORANDUM FOR: Assistant Director for Personnel

SUBJECT: WAEPA Life Insurance

1. Agency Notice 20-660-5 is the primary official source of information concerning the availability and eligibility requirements of WAEPA life insurance. With respect to eligibility I understand that this insurance is available only to civilian Government employees serving outside the continental limits of the United States but that, in view of the general rotation concepts of CIA and the extensive TDY travel assignments of CIA headquarters personnel, it has been determined that many CIA departmental employees are eligible.

2. This insurance is considered so important by many Agency officials that additional steps have been taken to call it to the attention of Agency employees (see attached DD/I Notice 20-660-1). This DD/I Notice has, in turn, led to the suggestion by an Assistant Director that steps be taken to define more precisely the conditions of eligibility. It might be possible, for example, to establish that any individual would be eligible to apply for this insurance providing:

a. He signs a statement that he is willing to serve or travel overseas at the direction of the Agency.

b. There is no Medical Office service qualification prohibiting foreign service or travel by the individual.

These two requirements, when related to the general CIA rotation and assignment policies, would seem to establish a firm basis for eligibility which might be fully acceptable to the underwriting authorities. If so, and if the eligibility requirements were to be specifically prescribed in Agency issuances, I believe this excellent insurance would be carried by many employees who at present may consider themselves ineligible.

3. A final suggestion is made that the arrangements referred to in paragraph 2. of the DD/I Notice 20-660-1 be applied to all Agency personnel. This may be the intention, although it is conceivable that such

briefing emphasis is being directed only to DD/I personnel.

4. The above suggestions and views are strictly informal and may or may not have merit.

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Special Assistant to the Deputy Director
(Administration)

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25 February 1954

DD/I Notice
No. 20-660-1

DD/I N 20-660-1
February 1954


WAEPA LIFE INSURANCE
(Reference: CIA Notice No. 20-660-5,
18 September 1953)

1. It shall be the responsibility of the Assistant Directors, or their designees, to assure that individuals, prior to undertaking official travel, are fully informed concerning the availability of term life insurance through membership in the War Agencies Protective Association (WAEPA).

2. When foreign travel is involved, arrangements have been made with the Central Processing Branch to brief the traveler on WAEPA Life Insurance and to secure a signed statement evidencing the briefing in those instances where the individual does not wish to avail himself of the insurance.

FOR THE DEPUTY DIRECTOR/INTELLIGENCE:

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Assistant to DD/I (Admin.)